# County of Sacramento
# Storm Water Utility

# Standard Protocol for Application of Herbicides and Pesticides for use at Creeks, Channels, and Detention Basins Maintained by County Drainage Maintenance

**Updated November, 2005**

Prepared by
Department of Water Resources
Drainage Operations and Maintenance Section

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## SECTION 1 - BACKGROUND

### Aquatic Pesticide Application

The County of Sacramento (County) uses the application of herbicides and pesticides to help limit growth of vegetation in drainage channels, detention basins, creeks and on levees. Application of herbicides and pesticides significantly reduces the need for hand and mechanical cleaning of the above mentioned drainage facilities. Applying herbicides and pesticides substantially helps to maintain the stormwater carrying capacity of County drainage facilities.

### Type of Aquatic Pesticide Used

Glyphosate is the only type of aquatic pesticide applied by the County to drainage channels, detention basins, creeks, and levees maintained by the County. These applications are limited to the boundaries of the County's Stormwater Utility and the City of Rancho Cordova. Glyphosate is the active ingredient in Aquamaster™ manufactured by the Monsanto Company and Rodeo® manufactured by Dow Agrosciences. Glyphosate is a non-selective herbicide that kills vegetation that it comes in contact with.

## SECTION 2 - PERMIT REQUIREMENTS

On 12 March 2001, the Ninth Circuit Court of Appeals ruled that discharges of pollutants from the use of aquatic pesticides to waters of the United States require coverage under a National Pollutant Discharge Elimination System (NPDES) permit. Consequently, the State Water Resources Control Board (SWRCB) developed an Aquatic Pesticide Permit (General Permit No. CAG990003) to cover short-term seasonal discharges by public entities of pollutants associated with the application of aquatic pesticide for resource or pest management to waters of the United States. An updated version of SWRCB's Aquatic Pesticide Permit (General Permit No. CAG990005) was completed in 2004. The basic requirements of this General Permit include the following:

1. The applicator must follow all pesticide label instructions and any Use Permits issued by a County Agricultural Commissioner (CAC);
2. The discharger must be licensed by the Department of Pesticide Regulation (DPR) or work under the supervision of someone who is licensed if the aquatic pesticide is considered a restricted material;
3. The discharger must comply with effluent limitations including developing and implementing an Aquatic Pesticides Application Plan;
4. The discharger must comply with applicable receiving water limitations; and
5. The discharger must comply with monitoring and reporting requirements.

The County submitted a Notice of Intent (NOI) application June 4, 2004 for coverage under this General Permit. Subsequently, the County submitted the *County of Sacramento Aquatic Pesticide Application Plan, July 2004* (APAP) to the Regional Water Quality Control Board (RWQCB) on July 29, 2004 and was issued a RWQCB facility identification number (WDID# A5A34NP00022).

The application plan requires that the County prepare and implement a standardized protocol for application of pesticides, herbicides (including pre-emergent), and fertilizers. (The County does not apply fertilizer to drainage facilities.) All aquatic applications of pesticides shall be conducted in accordance with the July 2004 APAP.

## SECTION 3 - STANDARD PROTOCOL FOR APPLICATION OF HERBICIDES AND PESTICIDES

### Best Mangement Prarctices (BMP)

During pesticide application BMPs shall be implemented by the County to maximize efficiency of control efforts and minimize adverse impacts to the environment. Visual observations are to be made after applications to assess pesticide effectiveness and impacts to the surrounding environment. In addition, annual water quality results will be reviewed to evaluate BMP efficiency. The County implements the aquatic pesticide application BMPs listed below.

1. Licensing, and Training. Section policy requires that the crew leaders applying pesticides be licensed by California Department of Pesticides Regulations. Sacramento County Channel Maintenance has one licensed Pest Control Advisors (PCA), 22 Qualified Applicator Certified holders, and 6 Qualified Applicator License holders. All employees that make aquatic applications must be licensed with a Qualified Applicator Certificate or Qualified Applicator License. All applicators must go through annual training. Training covers such topics as safe application techniques, proper use of application equipment, applicable laws and regulations (including water quality), and specific information about the use of aquatic and non-aquatic herbicides.

2. Pesticide Recommendations. Each pesticide application must be accompanied by a recommendation for use by a PCA. The PCA recommendation is written to allow only pesticide use that is consistent with the pesticide label.

3. Preliminary Site Evaluations are made at a minimum of once per year by the PCA to determine areas in need of treatment, suitability and location of a treatment site, and precautions to be followed during treatment.

4. Secondary Site Evaluations and Pre-treatment Monitoring are conducted by the applicator upon arrival at the site. Some factors considered are weed species present, growth stage, weed location, and weed density. These factors are used to determine whether mechanical, manual, or aquatic herbicide controls shall be used. If herbicide treatment is the preferred method, type of application and rate are recorded.

5. BMPs Done Prior to and During a Treatment. In general, the applicator considers site conditions, weather conditions, and water use in making the decision to proceed with treatment or to postpone an aquatic pesticide application.

    a) If the wind is high enough or becomes high enough to cause significant drift at the start or during an aquatic glyphosate application, the application is either postponed or terminated.

b) If it is raining or rain is expected shortly after a scheduled aquatic glyphosate application, the application is postponed. If the water level in the creek or channel is significantly higher than normal, the application is postponed.

c) If the applicator observes livestock feeding in the drainage area, lack of vegetative obstructions, children playing in the creek or channel, or water being pumped for irrigation purposes the application is postponed.

d) If it appears that there is a possibility of erosion or large scale soil movement the application will be postponed and the Pest Control Advisor will be notified.

e) Glyphosate will be used to spot-treat by applying the aquatic pesticide directly to the target vegetation while minimizing overspray. Control of vegetation is achieved while using the least amount of herbicide possible to achieve desired effects. Applications are made "spray to wet", not to the point of runoff. Only minor amounts of unavoidable glyphosate overspray and runoff from sprayed vegetation will come into contact with the water in the drainage channels.

6. Post Treatment Evaluation. The assessment of herbicide application efficacy normally begins one week after application and continues for the rest of the growing season. If a treatment is ineffective, a drainage area is modified by construction, or hazards to the application are identified, crews either take corrective action by modifying the application or remove that particular creek or channel segment from the application schedule.

**Water Quality Assessment**

When preparing a pesticide solution, applicators take into consideration recommendations from the manufacturer, as well as previous experience of certain types of vegetation. Based on this past experience with the amount of pesticide required at certain locations, glyphosate mixing ratios/concentrations used in the County service areas are to be at or below the manufacturer's recommended levels. By following BMP guidelines presented above, concentrations of glyphosate detected in the water bodies immediately following application, were below the federal drinking water standard.

**Safety and Storage**

Drainage maintenance staff stores no more than five 2 ½ gal containers of pesticides at any time. All material is stored either in a locked compartment on the applicator truck or in a locked indoor storage room. Pesticides are obtained for use from these areas or from a vendor on an as needed basis. Storage requirements stated on the pesticide label and MSDS must be closely followed. No fertilizer is stored or used.

All pesticides currently used by drainage maintenance staff are labeled Category III or Category IV – CAUTION! – the least toxic pesticide category. County drainage crews do not use, store, or handle any materials that are labeled Category I – DANGER!

The storage area is inspected weekly by drainage maintenance supervisors. It is inspected annually by the Sacramento County Agricultural Commissioner's Office.

# County of Sacramento

# Storm Water Utility

# Procedures for Conducting On Going Screening for Illicit Connection

## August 2004

Prepared by
Department of Water Resources
Drainage Operations and Maintenance Section

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**Video Inspection of Pipe Suspected of Illicit Discharge (2 of 2)**

# Procedures for Conducting On Going Screening for Illicit Connection

## SECTION I - BACKGROUND

The County of Sacramento (County) has a National Pollutant Discharge Elimination System (NPDES) permit that regulates Illicit Discharges/Connections to our municipal separate storm sewer system (MS4), or our storm drain system. We refer to this permit as the Municipal Stormwater Permit or MS4 Permit.

The County's MS4 Permit was issued in 1990 under Phase I stormwater permitting, at which time the Central Valley Regional Water Quality Control Board (RWQCB) adopted NPDES storm water permits for medium (serving between 100,000 and 250,000 people) and large (serving 250,000 people) municipalities. Sacramento County was issued an MS4 permit jointly with the cities of Sacramento, Folsom and Galt.

The most current version of the MS4 Permit was adopted on December 6, 2002 and expires on December 1, 2007. The new cities of Citrus Heights, Elk Grove and Rancho Cordova have been added as co-permittees in the current MS4 Permit. The County currently provides all of the drainage maintenance and stormwater quality services to the City of Rancho Cordova. The County provides a portion of the drainage maintenance and stormwater quality services to the City of Citrus Heights. Each co-permittee must document compliance with the MS4 Permit, which means that any services provided by the County on behalf of these cities must be documented accordingly.

Illicit discharges are considered "illicit" because MS4s are not designed to accept, process, or discharge such non-storm water wastes. Illicit connections and illegal dumping are the main types of illicit discharges. Illegal dumping is the dumping of liquid or solid wastes into a storm drain system. Illicit connection is a piped connection allowing illicit discharges to flow into the storm drain system. The result is untreated discharges that contribute to high levels of pollutants, including heavy metals, toxics, oil and grease, solvents, nutrients, viruses, and bacteria to receiving waters where it can impair beneficial uses. Federal regulations define an illicit discharge as "any discharge to a storm drain system (MS4) that is not composed entirely of stormwater…" with some exceptions. These exceptions are listed in Section IV of this document.

The County of Sacramento is to implement an Illicit Discharge Detection and Elimination Program containing measures to actively seek, investigate, eliminate, and enforce ordinances illicit connections.

## SECTION II – PERMIT REQUIREMENTS

The Permit Provision 11d.i.a. states that agencies shall address Initial Field Screening of its storm drain systems for illicit connections in accordance with the following schedule.

- Open channels: No later than September 1, 2004.
- Underground pipes in priority areas no later than June 1, 2005.
- Underground pipes with a diameter of 36 inches or greater no later than June 1, 2006.

The Permit Provision 11d.i.b. states that agencies shall develop procedures to conduct on-going field screening activities during the life of the Order, including areas or locations that will be evaluated by such field screens.

Per Permit Provision 11.d.ii.a, upon the discovery or upon receiving a report of a suspected illicit connection, the permittees shall initiate an investigation within 21 days to determine the source of the connection, the nature and volume of discharge through the connection, and the responsible party for the connection.

Per Permit Provision 11.d.ii.b, upon confirmation of the illicit nature of a storm drain connection, the permittees shall ensure termination of the connection within 180 days, using enforcement authority as necessary.

Per Permit Provision 11.d.i.b as explained in Table 4.6.1 of July 2003 Stormwater Improvement Plan, the County will develop tools for use by field crews to record field screening activities associated with illicit connections.

The Permit Provision 11.c states that, b**y** June 1, 2003 and annually thereafter, each permittee shall train all their targeted employees who are responsible for identification, investigation, termination, cleanup, and reporting of illicit connections.

Sacramento County's July, 2003 Stormwater Improvement Plan (Table 4.6.1, 11.d.ii.b) outlines that the County will develop and submit written procedures and recordkeeping tools for use by field crews in documenting field screening activities and referring problems to the Stormwater Quality Group. These procedures shall include other subjects such as procedures for the elimination of illicit connections, strategies for controlling illicit connections, and enforcement of ordinances.

## SECTION III - INITIAL FIELD SCREENING FOR ILLICIT CONNECTIONS

The County performed and completed initial field screening of open channels and pipe systems in 1993, 1994, and 1995. Completion of the screening was documented in the February 1996 final County Stormwater Management Plan Report of which the Board approved as complying with Provision 11.d.i.a. of the Permit. The City of Rancho Cordova was not a city when the current permit was issued and is represented by that same Initial Field Screening the County performed in the mid 1990's.
However, since Citrus Heights was already a City when the current permit was issued, they did not meet the initial field screening for illicit connections requirement. The Appendix will explain how the City of Citrus Heights is planning to satisfy the requirements of the Permit.

## SECTION IV – ON GOING SCREENING FOR ILLICIT CONNECTIONS

**On-Going Screening**

The Sacramento County's On-going Screening Program for illicit connections encompasses the unincorporated area of Sacramento County as well as the Cities of Citrus Heights and Rancho Cordova. The County conducts open channel and pipe maintenance for the City of Rancho Cordova. The County conducts only the stormdrain pipe maintenance for the City of Citrus Heights and will only conduct the on-going screening associated with the pipe systems (and not the open channel system) for the City of Citrus Heights. The City of Citrus Heights will conduct screening of their open channel system.

The goals and objectives of the On-going Screening Program are to:

1. Locate Evidence of Illicit Connections During Regular Inspection and Maintenance Activities of Stormdrain Facilities.
2. Trace and identify locations of the source(s) that contribute pollutants to the known Illicit Connections.

County maintenance crews will conduct on-going screening for illicit connections to the piped and open channel storm drain systems. Field maintenance crews are trained to identify and locate evidence of potential illicit connections to the open channels and record the information on a Field Data Sheet shown in Figure 1. Stormdrain pipe systems are inspected when maintenance crews are performing their usual maintenance activities on such facilities as manholes, pipes, drainage inlets and open channels. This information will be recorded on a Field Data Sheet as shown in Figure 2.

When maintenance crews encounter illicit discharges that are known or suspected to contain hazardous substances, they will immediately report it to Sacramento County Hazardous Materials Division and response will be within one business day of discovery of a report of a suspected illicit discharge (Per Permit Provision 11.e.i) with activities to abate, contain, and clean up such illicit discharges.

When maintenance crews encounter illicit discharges that are not suspected to contain hazardous substances, staff will conduct investigation and termination per Permit Provisions 11.d.ii.a and 11.d.ii.b respectively. The investigation will occur within 21 days to determine the source, type, and volume of discharge, and responsible party of all identified illicit storm drain connections. Upon identification of source, nature and responsible party, termination of the illicit connection will occur within 180 days (per Permit Provision 11.d.ii.b), using enforcement authority as necessary.

**Locating Evidence of Illicit Connections During Regular/Routine Inspection and Maintenance Activities of Stormdrain Facilities**

County Maintenance Supervisors perform annual inspections of the creeks and open channels in the unincorporated portion of the County and in the City of Rancho Cordova (not in the City of Citrus Heights) to prepare their annual pesticide application and channel cleaning schedules. While they are inspecting the creeks and channels for recommended maintenance activities; stormdrain pipe system outfalls, minor channels and ditches will be inspected for evidence of illicit discharges/connections. Supervisors will be looking for indicators of illicit discharges such as untreated wastewater (e.g. toilet paper), stained and/or structurally damaged storm drain systems that could accept unauthorized non-stormwater flows. They will be observing for smells, color/clarity of water, flow estimation and other information such as is indicated in Figures 1 and 2 - Field Data Sheets for On-going Screening for Open Channels and Stormdrain Pipe Systems respectively. Maintenance supervisors are required to fill out "Field Data Sheets" when they see any evidence of illicit discharges from outfall pipes, channels, (major or minor) and ditches. The completed Field Data Sheets are provided to County Drainage Operations and Maintenance Section and Stormwater Quality Sections for further investigation and study.

Channel maintenance crews are trained to look for evidence of illicit discharges while performing their maintenance activities on or in the vicinity of outfall pipes, manholes, channels, and ditches. They will also be required to fill out Field Data Sheets when encountering suspected illicit pollutants. The completed Field Data Sheets will be forwarded to County Drainage Operations and Maintenance and Stormwater Quality Sections for further investigation and study.

Pipe maintenance crews perform video inspections of the stormdrain pipe systems when there is a suspected engineering or maintenance problem such as blockage due to roots, crushed pipe, or other problem. These video inspections are recorded on Field Data Sheets as shown in Figure 5. While performing these video inspections, crews observe for evidences of illicit discharges and are able to locate pipes that are not mapped on County Facility Maps that may be an illicit connection. County maintenance has one full time crew (40 hours/week) that is exclusively devoted to video inspection activities. Pipe maintenance crews will also be required to fill out a Field Data Sheet when encountering suspected illicit discharges/connections and forward the Field Data Sheets to County Drainage Operations/Maintenance and Stormwater Quality Sections for further investigation and study.

Sacramento County is performing a Sump Cleaning Program per Permit Provision 10e.ii that requires the County to prioritize catch basins and sumps for cleaning based on accumulation of waste and presence or absence of downsream Best Management Practices (BMP's). This Sump Cleaning Program consists of a sump inspection and cleaning program that furnishes additional opportunity to locate suspected illicit discharges/connections portions of the stormdrain system. This Program also requires the filling out of Field Data Sheets when encountering suspected illicit discharges and connections.

## SECTION V – INVESTIGATION OF SUSPECTED ILLICIT CONNECTIONS

**Reporting to Stormwater Quality Staff for Further Investigation**

Stormwater Quality Staff (staff) and Drainage Operations and Maintenance staff receives reports of suspected illicit connections from field observations made by County maintenance personnel, the public, County Stormwater Monitoring Program and other methods. Staff then begins an investigation within 21 days.

The non-hazardous, non-stormwater discharges are typically investigated by staff or by the Environmental Management Department. Staff will conduct the actual investigation and will be supported by Drainage Operations and Maintenance personnel to conduct activities such as video inspection of stormdrain pipe systems to help pinpoint the location of an illicit connection. The investigation shall be followed up with enforcement action, when appropriate.

An illicit connection discharging possible hazardous materials is immediately referred to Sacramento County Transportation Hazardous Waste for investigation and cleanup. When the suspected illicit connection has an active discharge, Per Permit Provision 11.e.i, , abatement and cleanup of illicit discharges that are known or suspected to contain hazardous substances (as defined by California law), shall be responded to within one business day of discovery or a report of a suspected illicit discharge, with activities to abate, contain, and clean up such illicit discharges. For illicit discharges not known or suspected to contain hazardous substances, response occurs within five days of discovery or report, and at a minimum requirement the identified responsible party(s) to immediately cease such discharges.

**Tracing the Location of the Illicit Connection**

When there is evidence of unauthorized non-stormwater flows in a particular stormdrain system, various methods can be used to pinpoint the exact source of the discharge. Many techniques that can be used include manhole observation, video inspection, smoke testing, dye testing, and aerial infrared/thermal photography.

Sacramento County utilizes the key tracing technique of manhole observation in which dry weather flows are traced upstream along the conveyance system to bracket the location of the source. Upstream drainage inlets and manholes associated with the downstream evidence of pollutants are also surveyed to help bracket the location of the illicit connection. When the location of the illicit discharge source has been bracketed, video inspection is used to confirm and document the illicit connection.

When an illicit connection to the stormdrain system is located, it can receive discharges from several other sources connected to it. Smoke testing will be considered as a method of locating multiple sources contributing to an illicit connection. This technique is only used when after talking with business owners, residential property owners or anyone that may believe/indicate that there could be multiple sources contributing to the discharge of one illicit connection to the storm drain system. This technique involves injecting non-toxic smoke into the stormdrain pipes and then noting the emergence of smoke illicit connections

to the stormdrain systems. Smoke testing is typically used to survey an area all at once, in contrast to dye testing, which tests one building at a time.

Dye testing is used only when a particular building is isolated and determined to be the only contributing source to the illicit connection. It is also used as a final confirmation of the buildings that emitted smoke. This technique involves flushing non-toxic dye into toilets and sinks and observing sanitary sewer and stormdrain systems for the presence of dye. Prior to performing this test, building owners and occupants will be informed in advance and gain permission for entry. Local public health and state water quality staff will be notified so that they will be prepared to respond to citizens calling about any dye observed in surface waters.

## SECTION VI – ELIMINATION OF ILLICIT CONNECTIONS

### Procedure for Elimination of Illicit Connections

When the responsible party of an illicit connection or discharge is identified, the party will be educated on the impacts of their actions and be provided literature from the Stormwater Management Ordinance that states:

(a) It is unlawful for any person to establish, use or maintain, or cause to establish, use or maintain, any illicit connection. Illicit connections shall be subject to removal and abatement by the County pursuant to chapter 16.02 of this Code.
(b) The prohibition set forth in subsection (a) above shall apply to illicit connections in existence at the time that this Chapter becomes effective. Any person who maintains an illicit connection shall disconnect and discontinue use of such connection. Any person who maintains an illicit connection may apply to the County for a Sacramento County Water Agency Permit to continue the connection subject to applicable County Standards.

They will also be furnished information regarding Best Management Practices (BMP), as appropriate. Discussion will then cover the methods of eliminating the illicit connection, including disposal options, recycling, and possible connection to the sanitary sewer.

The responsible party is then officially notified to correct the problem. They are directed to proceed with disconnection procedures and remove the illicit connection. Follow-up activities will then take place until the connection has been terminated. Enforcement actions, as allowed by Sacramento County Code, Title 15.12 (Sacramento County Stormwater Management and Discharge Control Ordinance) will be exercised as necessary.

## SECTION VII - RECORDKEEPING/REPORTING OF NON-PERMITTED AND PERMITED CONNECTIONS

**Recordkeeping Tools for Field Crews in Documenting Screening Activities**

Figures 1 through 5 are the primary record keeping tools for the Initial Screening of pipe systems for Citrus Heights and the County's On-going Screening for the unincorporated portion of the County and the city Rancho Cordova for open channels and pipe systems. This recordkeeping will enable the County to report the progress of our Illicit Connection Program in the October 1 Annual Reports submitted to the Regional Water Quality Board. This recordkeeping and reporting will demonstrate that Sacramento County is meeting Stormwater Permit compliance.

**Document Actions Taken of Illicit Connections**

The County documents the investigation, elimination, and enforcement of illicit connections. This information will be used to evaluate on an annual basis the patterns and trends of illicit connections in order to:

(1) Determine the appropriate frequency for repeat inspections of high, medium, and low priority areas based on an investigation of the municipality's entire drainage area.
(2) Review annually the internal investigation results and assess whether goals were met and what changes or improvements are necessary.
(3) Obtain feedback from complaining parties, other agencies, and citizens on response to their concern or complaint.
(4) Obtain feedback from personnel assigned to respond to, or inspect for, illicit connections.

The County maintains a comprehensive list of all permitted connections and the status of illicit connections under investigation to quantify our efforts and make improvements to the Illicit Connection Program.

## SECTION VIII - STAFF TRAINING

**Educate County Staff**

The County retains staff and consultants with the experience and expertise needed to conduct meaningful outreach to various County audiences through workshops, correspondence, and educational materials so that all targeted staff receives the important message of protecting stormwater quality.

County maintenance personnel responsible for operating and maintaining County storm drain facilities are given annual training on procedures for detecting, investigating, cleanup, and reporting of illicit connections to the County's storm drain system. County maintenance crews are educated about how to identify suspected illicit connections and procedures for investigation.

## SECTION IX - STRATEGIES FOR REDUCING THE NUMBER OF ILLICIT CONNECTIONS

### Stormwater Management Ordinance

On June 16, 1998 the Sacramento Board of Supervisors Adopted the Stormwater Management Ordinance to the Sacramento County Code (Chapter 15.12.). The Ordinance fulfills a requirement of the National Pollutant Elimination System Permit for municipal stormwater discharges. This Ordinance makes most discharges to the stormdrain system illegal as listed below:

- Sanitary Wastewater
- Improper oil disposal
- Water from washing of concrete trucks
- Spills from roadway and other accidents
- Improper disposal of auto and household toxics
- Chemicals, hazardous materials, garbage
- Dewatering of construction sites
- Effluent from septic tanks
- Car wash wastewaters
- Laundry wastewaters
- Non-contact cooling water
- Radiator flushing disposal
- Metal plating baths

Allowable discharges to the stormdrains are:

- Waterline flushing
- Landscape irrigation
- Diverted stream flows
- Water from crawl space pumps
- Uncontaminated ground water infiltration
- Uncontaminated pumped groundwater
- Discharges from potable water sources
- Flows from riparian habit & wetlands
- De-chlorinated swimming pool discharges, and Street wash water
- Irrigation water
- Springs
- Footing drains
- Lawn watering
- Individual car washing
- Foundation drains
- Air conditioning condensation
- Rising ground waters

This stormwater Ordinance is the mechanism (law) which enables Sacramento County to prohibit illicit connections to the stormdrain system and empowers the County to enforce and remove illicit connections.

### Public Outreach Element

Public Outreach targets everyone who lives or does business in Sacramento County. The basic message is that most non-stormwater discharges are illegal and that dumping into storm drain systems pollutes local waterways. People are educated on alternatives to illegal connections and discharges. The County conducts outreach to various County audiences through workshops, correspondence, and educational materials so that all receives the important message of protecting stormwater quality.

Public education has an important role to play in changing the habits of the public. The public, being educated about the hazards associated with illegal discharges, connections and improper disposal of wastes can be an effective tool when organized groups lobby for the

return of a stream or a reservoir to a clean and attractive condition. Public education helps to minimize future illicit connections and discharges to the storm drain system.

Sacramento County is involved in a continuing education program reaching the public in many ways including going to schools, industries, businesses, homeowners, developers, and contractors to educate about reducing pollution. Other outreach methods include Volunteer Programs such as Creek Week where the public can help clean local creeks and a Stenciling Program where groups such as the Boy Scouts will paint "No dumping –Drains to Creek" on storm drain inlets.

**Public Notification Hotlines**

Illicit discharges and connections can be reported to the drainage maintenance and flooding phone number, **875-RAIN.** This phone number is publicized by the Department of Water Resources Stormwater Program as the primary phone number for the public to report illegal discharges and connections. This phone number is intended for calls from the unincorporated areas of the County and the Cities of Citrus Heights and Rancho Cordova. As calls are received from the public reporting of illicit discharges and connections, County Stormwater staff initiates the investigations with the goal of eliminating non-authorized discharges and connections.

**County Nuisance Hotline**

The Nuisance Hotline, 875-5656, is operated by the County Consolidated Utility Billing Service (CUBS). It is used by many County agencies for receiving public complaints. Although 875-RAIN will be the number publicized by the Stormwater Program as the main number for reporting illegal discharges and connections, the CUBS Hotline will likely continue to receive such calls. Calls received by CUBS regarding hazardous materials discharged to the storm drain system are currently forwarded to the County Department of Transportation, and calls regarding non-hazardous materials being discharged to the storm drain system are referred to 875-RAIN.

## SECTION X - ENFORCEMENT OF STORMWATER ORDINANCES

**Stormwater Ordinance**

On June 16, 1998 the Sacramento Board of Supervisors Adopted the Stormwater Management Ordinance to the Sacramento County Code (Chapter 15.12). Article 5, "Enforcement" states the enforcement powers of the Stormwater Ordinance as outlined below:

(a) The Administrator may deliver to the owner or occupant of any premises; or to any person responsible for an illicit connection; prohibited discharge, maintenance of a threatened prohibited discharge, failure to implement BMPs in accordance with Section 15.12.200 (b), or any other violation of the chapter a notice of non-Compliance.

(b) The Notice of Non-Compliance shall identify the provision that has been violated. The Notice of Non-Compliance shall state that continued noncompliance may result in additional enforcement actions, including the recovery of any costs incurred by the County.

(c) The Notice of Non-Compliance shall identify a compliance date that must be met; provided however, that the compliance date may not exceed (90) days unless the Administrator extends the compliance deadline an additional period not exceeding ninety (90) days when good cause exists for the extension.

**Enforcement and Follow-up**

After the responsible party is officially notified to remove the illicit connection and correction is not proceeding in the required time, then it may be necessary to use enforcement procedures as set forth below in the Stormwater Ordinance. The following enforcement steps will be exercised as necessary as set forth below by Sacramento County Code, Title 15.12 (Sacramento County Stormwater Management and Discharge Control Ordinance).

1. A notice of Violation (NOV) delivered to the violator that requires the violator to take such steps such as monitoring, elimination of an illicit connection, or payment/fine to have it removed by County forces including administrative costs.
2. The person receiving the NOV has an opportunity to appeal it.
3. If the person receiving the NOV does not appeal or loses the appeal and fails to correct the violation, the County may "take any and all measure necessary to abate the violation and/or restore the property".
4. Seek an injunction against the violator "restraining the person from activities which could create further violations and/or compelling the person to perform abatement or remediation of the violation.

## APPENDIX
## INITIAL FIELD SCREENING PROGRAM FOR THE CITY OF CITRUS HEIGHTS

The Permit Provision 12d.i.a. states that agencies shall address Initial Field Screening of its open channels and pipe storm drain systems for illicit connections in accordance with the following schedule.

- Open channels: No later than September 1, 2004
- Underground pipes in priority areas no later than June 1, 2005.
- Underground pipes with a diameter of 36 inches or greater no later than June 1, 2006.

The City of Citrus Heights maintains their own open channels and is responsible for the Initial Field Screening of their open channels. This Initial Field Screening Program of their open channels will be covered in the Annual Report prepared by Citrus Heights to be submitted to the Regional Water Quality Control Board October 1, 2004.

The County is currently under contract with the City of Citrus Heights to perform maintenance of their underground pipe system and will perform the Initial Field Screening of their pipe system as a part of the maintenance activities the County currently performs for the City. Storm drain systems that are outside public right of way (backyard and side yard) are identified as priority for the purposes of this program because those areas are considered to be more prone to illicit connections. Based on the manpower that the County of Sacramento is able to furnish to this field screening, the County will screen 25% of the priority pipe systems less than 36" in diameter no later than June 1, 2005. The balance of the unscreened storndrain systems will be screened at the rate of 25% of the remaining stormdrain systems in each of the following three years.

The Initial Field Screening of the storm drain pipe systems in Citrus Heights will consist of conducting manhole observations to locate storm drain system reaches with evidence of illicit discharge/connection. These manhole observations will be recorded on Field Data Sheets as shown on Figures 3 and 4. The manhole observations will begin at the manhole immediately downstream of priority areas (in the public right of way). If there is evidence of illicit discharge in this manhole, the inspector will then proceed to the next upstream manhole located in sideyard/backyard of residential or commercial property. These steps will be repeated until the inspector reaches the public right of way again or observes a manhole not having evidence of an illicit discharge/connection. When the inspector reaches a manhole not having evidence of an illicit discharge/connection, the source is likely to be located between the manhole with no evidence of illicit discharge and the next downstream manhole having evidence of an illicit discharge. This likely discharge pipe segment will be video inspected to confirm and locate the suspected illicit connection or infiltration and documented on Field Data Sheets as shown in Figure 5.

For illicit discharges that are known or suspected to contain hazardous substances, response will be within one business day of discovery or a report of a suspected illicit discharge (per Permit Provision 11 e.i) with activities to abate, contain, and clean up such illicit discharges.

Stormwater Quality staff will conduct investigation and enforcement per Permit Provisions 11 d.ii.a and 11 d.ii.b respectively. The investigation will occur within 21 days to determine the source, type and volume of discharge, and responsible party of all identified illicit storm drain connections. Upon identification of source, type and responsible party, termination of the illicit connection will occur within 180 days (per Permit Provision 11.d.ii.b), using enforcement authority as necessary.

Field crews will document their initial screening activities using forms similar to (Figure 3 – Documentation of Facilities Initially Screened for Illicit Connections, Figure 4 – Field Data Sheet for Initial Screening of Stormdrain Pipe Systems, Figure 5 – Video Inspection of Pipe Segment Suspected of Illicit Discharge/Inspection). All storm drain systems that have portions of the systems outside the right of way in Citrus Heights will be inspected for illicit discharges and connections according to the Permit schedule as described above.

A storm system map will be prepared showing the location of all storm drain systems (including all intake and discharge areas of the system) within the City. Illicit connections encountered during the Initial Field Screening Program will also be shown on the map. This map will formulate a better awareness of the locations of known illicit connections.

# FIGURES 1 - 5

*Illicit Connection Screening Program* *Field Data Sheet*

*GENERAL INFORMATION*

| | | |
|---|---|---|
| watershed: | channel or pipe outfall: (circle) | date: |
| channel/channel segment no.: | | time: |
| Thomas Guide: nearest street(s): | | field crew: |

*OBSERVATIONS* *Immediately report any hazardous conditions to HazMat at 386-6160.*

| | |
|---|---|
| **odor** | none musty sewage rotten eggs sour milk oily other: |
| **color** | clear red yellow brown green grey other: |
| **clarity** | clear cloudy opaque suspended solids |
| **floatables** | none oily sheen garbage/sewage suds/foam other: |
| **deposits/stains** | none sediments oily crystals other: |
| **vegetation** | normal excessive growth inhibited growth zero growth |
| **biological** | none algae mosquito larvae fish giant squid |
| **structural** | normal concrete cracking/spalling metal corrosion other: |

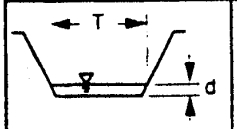
*FLOW ESTIMATION*

**channel type:** open channel outfall **flow observed?** yes no

FLOW

*If flow can be accurately measured by capturing the water in a bucket, do so. Otherwise, measure the velocity and use the appropriate method below to estimate the flow cross sectional area.*

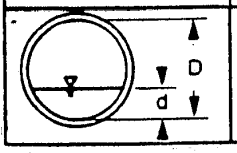
**flow** (bucket method)
Q = ( gal) x 60
( sec)
Q = gpm




**area**
T = ft
d = ft
A = ft²

**velocity**
v = ft / sec

**flow**
Q = Av
Q = ( ft² ) x 449
x ( fps)
Q = gpm




**area**
D = in.
d = in.
A = ft²

v = fps

*COMMENTS*

**Data sheet completed by (signature):** _____

Figure 1 – Field Data Sheet, Ongoing Screening of Open Channels

*GENERAL INFORMATION*

| | |
|---|---|
| facility no._____ facility no._____ | date: |
| outfall (y/n) | time: |
| Thomas Guide: nearest street(s): | field crew: |

*OBSERVATIONS* *Immediately report any hazardous conditions to HazMat at 386-6160.*

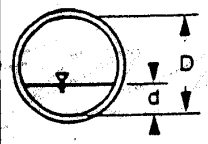
| | |
|---|---|
| **odor** | none musty sewage rotten eggs sour milk oily other: |
| **color** | clear red yellow brown green grey other: |
| **clarity** | clear cloudy opaque suspended solids |
| **floatables** | none oily sheen garbage/sewage suds/foam other: |
| **deposits/stains** | none sediments oily crystals other: |
| **vegetation** | normal excessive growth inhibited growth zero growth |
| **biological** | none algae mosquito larvae fish giant squid |
| **structural** | normal concrete cracking/spalling metal corrosion other: |

*FLOW ESTIMATION*

**flow observed?** yes no

*If flow can be accurately measured by capturing the water in a bucket, do so. Otherwise, measure the velocity and use the appropriate method below to estimate the flow cross sectional area.*

**flow** (bucket method)
Q = ( gal) x 60
( sec)
Q = gpm




**area**
D = in.
d = in.
A = $ft^2$

**velocity**
$v = \frac{\text{ft}}{\text{sec}}$
v = fps

**flow**
Q = Av
Q = ( $ft^2$ ) x 449
x ( fps)
Q = gpm

*COMMENTS*

**Data sheet completed by (signature):** _____

Figure 2 – Field Data Sheet, Ongoing Screening of Stormdrain Pipe Systems

**Facility**

**Date:_____**

**Facility No. (in right of way, manhole or DI)_____**

**Facility Type:_____**

**Does Facility have evidence of Illicit Connection? Y/N ____**

1. **If yes, fill out Field Data Sheet– Initial Screening for Stormdrain Pipe Systems (Figure 4)**
2. **If yes, continue to next upstream facility (manhole or DI) in side yard or backyard.**
3. **If no, Stormdrain Pipe System is completed for Initial Screening**

Figure 3 - Documentation of Facilities Initially Screened for Illicit Connections

*Illicit Connection Screening Program* *Field Data Sheet*

## *GENERAL INFORMATION*

| | |
|---|---|
| facility no._____ facility no._____ | date: |
| outfall (y/n) | time: |
| Thomas Guide: nearest street(s): | field crew: |

## *OBSERVATIONS*

*Immediately report any hazardous conditions to HazMat at 386-6160.*

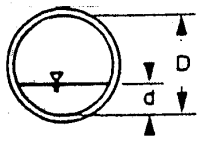
| | |
|---|---|
| **odor** | none musty sewage rotten eggs sour milk oily other: |
| **color** | clear red yellow brown green grey other: |
| **clarity** | clear cloudy opaque suspended solids |
| **floatables** | none oily sheen garbage/sewage suds/foam other: |
| **deposits/stains** | none sediments oily crystals other: |
| **vegetation** | normal excessive growth inhibited growth zero growth |
| **biological** | none algae mosquito larvae fish giant squid |
| **structural** | normal concrete cracking/spalling metal corrosion other: |

## *FLOW ESTIMATION*

**flow observed?** yes no

*If flow can be accurately measured by capturing the water in a bucket, do so. Otherwise, measure the velocity and use the appropriate method below to estimate the flow cross sectional area.*

**flow** (bucket method)
Q = ( gal) x 60
( sec)
Q = gpm




**area**
D = in.
d = in.
A = $ft^2$

**velocity**
$v = \frac{ft}{sec}$
v = fps

**flow**
Q = Av
Q = ( $ft^2$ ) x 449
x ( fps)
Q = gpm

*COMMENTS*

**Data sheet completed by (signature):** _____

Figure 4 – Field Data Sheet, Initial Screening of Stormdrain Pipe Systems

Figure 5 – Video Inspection of Pipe Suspected of Illicit Discharge (1 of 2)

## Site Data and Photos: 372-155-425 to 372-15

| Site ID | City | Street | Date | Time |
|---|---|---|---|---|
| | | | | |

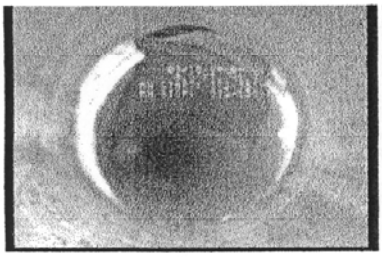
| M.H. Start | M.H. Stop | Type of Pipe | Pipe Size(i/mm) |
|---|---|---|---|
| | | | |

| Operator | Surface Condition |
|---|---|
| | |

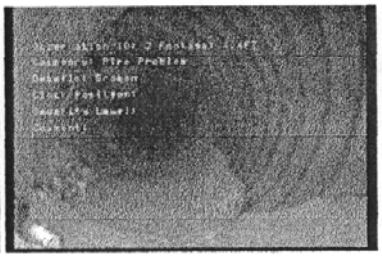
Comment

W/O#

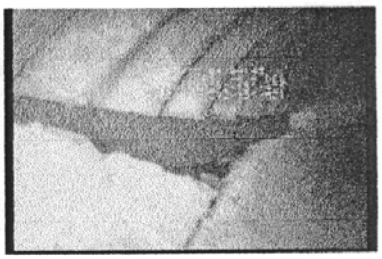
4.4 17262.bmp



9.0 17263.bmp



9.0 27263.bmp



Video Inspection of Pipe Suspected of Illicit Discharge (2 of 2)

# Sacramento County Department of Transportation Hazardous Materials Program

DEPARTMENT OF TRANSPORTATION

**April 2003**

1. **Overview of Haz-Mat Program**
2. **Criteria for Defining a "Haz-mat"**
3. **Specific Procedures for Level I Haz-Mat Response**
   a. **Responsibilities**
   b. **Minor Spills**
   c. **Sharps Training**
   d. **Leaking Vehicles/Vehicle Accidents**
   e. **Automobile Batteries**
   f. **Illegal Dumping**
   g. **Material in a Storm Drain**
   h. **Material in a Creek**
4. **Level II Procedures**
5. **Supplies and Equipment**
6. **Disposal Procedures**
7. **Documentation Procedures**
8. **Communications**

# Hazardous Materials Program

## 1. Overview of Haz-Mat Program

The Sacramento County Department of Transportation (SAC DOT) will respond to all hazardous material incidents that occur in or on County property or right of ways. This includes Parks**, sidewalks*, and creeks** as well as the roadway. The County also contracts with the City of Citrus Heights for its emergency Haz-Mat response. It is not within the scope of responsibility or capacity of SAC DOT to mitigate all Haz-Mat incidents. The County reserves the right to find and request mitigation/remediation from responsible parties. When possible the County will bill responsible parties for any clean up labor hours, materials, or other costs incurred as a result of a Haz-Mat response. The County of Sacramento Department of Transportation SAC DOT is not responsible for and is not required to respond to or clean up hazardous materials incidents that occur on property that is not owned by or within the a right of way of the Sacramento County Public Works Agency.

The current Sacramento County Department of Transportation SAC DOT Haz-Mat response team consists of 17 Highway Maintenance Supervisors, 2 Equipment Operators, 16 Senior Highway Maintenance workers, and a Highway Maintenance Worker/yardperson.
The equipment pool currently available consists of a sandtruck, 6 mobile sweepers with Haz-mat trained operators, 17 emergency response trucks, backhoes, dumptrucks, a vactor, and other highway maintenance equipment.

Sacramento County Department of Transportation SAC DOT maintains two emergency response materials storage containers. One is located in the SAC DOT auxiliary yard, and another inside the gated SAC DOT facility located at 4949 Roseville Rd. These containers hold stockpiles of absorbent, hydrophobic absorbent pads, baking soda (acid neutralizer), drums, pumps, and absorbent booms for the collection of hydrocarbon material.

Sacramento County Department of Transportation SAC DOT maintains two secure temporary emergency response storage areas for disposal of hazardous materials that are removed and/or swept up from the County right of way. A fire and spill safe locker is located at 4135 Traffic way. A roll away bin for storing contaminated absorbents is located at 4949 Roseville Road.

The goal of the SAC DOT Haz-Mat response team is public safety first, to protect the public from contamination or harm from hazardous materials incidents that fall under SAC DOT responsibility, to protect the environment from contamination and harm from hazardous materials whenever possible within the scope of its responsibilities, and to protect public property and individual property from damage whenever possible within the scope of its responsibilities and good common sense.

***On Road**: **is defined as any incident that is within the maintained road index ROW or on SAC DOT property.**

****Off Road**: **is defined as those incidents that involve DI's, MH's, creeks, or County property including parks and County buildings.**

# 2. Criteria for Defining a "Haz-Mat"

**Hazardous Materials will be defined as " any material which because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment…"{California Health & Safety Code, Chapter 6.95, Section 255501(n)}**

A list of hazardous materials can be found in California Health and Safety Code sections 25117 and 25115. The list includes but is not limited to cement above PH 12.5, motor vehicle fluids, paint, drug lab wastes, pool chemicals, hypodermic needles, pesticides, battery acid, and fuel.

**Haz-mat incidents will be classified by level:**

**Level I**

Level I is an incident that involves a known substance. Level I incidents include but are not limited to any spill, release, potential release, or dumping of Oil, fuel, hypodermic needles, paint, household products, motor vehicle fluids, food products, or any known substance or combination thereof that can be dealt with and/or cleaned up without a respirator being required, or require no more than level "D" protection. Level I incidents require minimal exclusion of the public beyond the perimeter of the scene. Level I responders shall be trained to a level that will meet or exceed the scope of training in SARA Title III (OSHA), Title 29 CFR Section 1910 for first responders. Level I incidents may be upgraded to level II.

**Level II**

Level II is any spill, release, potential release, or dumping that involves an unknown or potentially dangerous material. Level II incidents are those incidents that may require the use of special protective equipment, respirators, tools, or equipment.

- Incidents that require road closures or civilian evacuation.
- The hazardous material incident has become one of multiple agency involvement.
- Involves a fire.

Level II Haz-mats usually initiate a response from the Fire Department Hazardous Material Response Team. Level II responders shall be trained to a level that will meet or exceed the scope of training in SARA Title III (OSHA), Title 29 CFR Section 1910 for first responders. A level II Haz-mat may be upgraded to a Level III incident.

**Level III**

Level III incidents are hazardous materials incidents that may involve fires, evacuations, or road closures, and will require an incident command system. Level III incidents are Multi-agency in nature. Level III Haz-mats initiate a response from the Fire Department Hazardous Material Response Team Level III responders shall be trained to a level that will meet or exceed the scope of training in SARA Title III (OSHA), Title 29 CFR Section 1910.

# 3. Specific Procedures for Level I Haz-Mat Response

**a). Responsibilities:**

The community supervisors will be responsible to respond to all hazardous materials incidents in their designated community within the County Right Of Way or on County controlled or owned property during normal business hours.

The On-call supervisor shall be responsible for responding to and evaluating all incidents after hours. Any spill, release, or dumping of the above mentioned materials onto/into County right of way or property shall be considered a Haz-Mat incident. SAC DOT Haz-Mat responders will utilize any legal, safe, and cost effective method necessary within the scope of its authority to abate, minimize, prevent, and/or mitigate hazardous material incidents regardless of department controlling that right of way or property.

**The on-call, regional, or first on scene SAC DOT supervisor will determine the level of SAC DOT response.**

**b) Minor Spills:**

Minor spills of oil, gas, diesel, antifreeze, transmission fluid, and oil based paint in county right-of-way or on County controlled/owned property will be cleaned up with solid-a-sorb or an absorbent such as sand. It is necessary to clean these materials from County maintained public surfaces to prevent slip hazards, vehicle accidents, and contamination to the stormwater system. *Tow truck drivers should clean up an accident scene.* If there is a responsible party attempt to get them to contact a clean up company (see attached). EMD/Sheriff/Law Enforcement can assist in this effort.

After the absorbent is swept up it shall be packaged for transport, or transported in the hopper of a mobile sweeper, to the Haz-Mat bin at 4949 Roseville Rd.

If a spill contaminates soil, for example a roadside shoulder, the soil can be removed, bagged or loaded on a truck and disposed of in the Haz-Mat bin at Roseville Road and Watt Avenue. South area supervisors have the option of dropping off (half full, marked and labeled, as to the contents and origin, bags of used solid-a-sorb and/or soil at the haz-mat area located in the sign's maintenance yard to be transported to Roseville Road facility by the Yard person.

* Latex paint spills can be absorbed with solid-a-sorb solidified and disposed of in normal refuse destined for the landfill.
* Cement spills depending on the size can be picked up by a sweeper or by hand solidified and disposed of in normal refuse destined for the landfill or recycled.

**Note: A "complete cleanup" on a spill will be when the pavement surface is dry. As the operator of the property (Right of Way) SAC DOT Haz-Mat responders have authority over how and when a spill or release is contained and/or cleaned up. Highway Patrol and Sheriff officers may assume command of any scene involving roads and /or property. Under most circumstances SAC DOT Haz-Mat responders will be required to authorize the expenditure of County funds for the cleanup and disposal costs and thus must exercise caution in response to demands from other agencies in regards to safety and expense.**

**c) Sharps:** Usually refer to used hypodermic needles found by crews in the County right-of ways. Sharps pose a potential health hazard to the public from biological contamination. The definition of sharps is any device having acute edges or protuberances capable of cutting or piercing the skin. Examples include hypodermic needles, syringes, and blades such as

scalpels or knifes. Sharps constitute a hazard to public health and safety and when found on County Right Of Way are to be picked up with a long handled tool (not hands) and put into a sharps container. Sharps containers will be issued to Haz-Mat trained personnel by the Haz-Mat supervisor. Once a needle has been placed inside the sharps container it must be turned in for disposal to the Haz-Mat supervisor within 7 days. Isolyser kits contain an acid that neutralizes pathogens and may be used for 6 months. The Haz-Mat supervisor will dispose of turned in sharps in accordance with state law.

**d) Leaking Vehicle/Vehicle Accidents:** Leaking vehicles are a major point source of stormwater contamination, cause damage to the pavement surface, and present a hazard to motorists and pedestrian traffic. Many of these calls are associated with neighbors calling in on other neighbors because the leaking vehicle is creating an eye sore on their street.
The severity of the leak will dictate the action taken. If the leak is large and has been ongoing for a period of time solid-a-sorb may have to be used to clean up. If the leak is smaller it may be that no clean up is necessary.
The next step is to make contact with the owner of the vehicle. Direct the vehicle owner to have the leak fixed or to park the vehicle in the driveway. If the owner is not available, leave your business card and request they call you.

**Note: If the vehicle's registration is expired call Zoning Enforcement (Vehicle Abatement) #875-5656, and report the vehicle to them. You will be asked for the location, make, model, color, and license plate number of the vehicle.**

**e) Automobile batteries:** Contain acid and lead and must be removed from County right of way and be properly disposed of to prevent environmental contamination. Automobile batteries are handled in two ways. First, if the battery is intact with no leaks it can be picked up and dropped off in the Light Equipment battery room located on the south west side of the building. You must go to the front counter of the parts room <u>first</u> and notify the parts personnel. The second situation would involve a battery that is cracked and has leaking fluids. When a battery has liquid leaking from it, place the battery in a 5-gallon bucket and apply sodium bicarbonate to neutralize the spill. **Remember that acid/base reactions require the presence of water**. Buckets containing leaking batteries can be covered and dropped off at the Haz-Mat yard.

**f) Illegal dumping of hazardous materials:** These materials may pose an immediate and/or potential threat to the health and/or safety of the public and the environment. SAC DOT is not responsible for hazardous materials incidents that occur on private property.
If an illegal dump within the scope of authority and responsibility is deemed by a Haz-Mat team member to be an immediate threat to the public safety or health or the environment SAC DOT may be required to pick up and/or clean up the containers or material. If unknown, the materials may need to be categorized by Fire (Haz-Cat) in order to determine if the material is safe to transport the incident then becomes a level II; Notify EMD and deny entry of unauthorized personnel, protect yourself and others. Try to prevent any corruption of the scene, as the Sheriff may want to investigate the incident. When the material is deemed safe to transport bring it to 4135 Traffic Way and mark it with the date and location of the dump as well as the responders name or initials before placing it into the fire safe Haz-Mat shed G. Use the appropriate coding if the material is associated with a NCU.

**g) Material in a storm drain:** Is defined as any hazardous substance that intentionally or inadvertently has entered the underground storm drain system. In the underground system hazardous materials can pose a threat to the health and/or safety of the public and the environment. The Sacramento County Department of Water Quality, when operationally possible, will assist with the identification of facilities and cleanup of materials such as sewage spills and aggregate spills into storm drains and creeks. The Sacramento County Department of Water Quality will not assist in the cleanup of hazardous materials, which may be considered damaging to County equipment or hazardous to human health for which they have not been trained such as petroleum products. SAC DOT is not responsible for incidents within the underground drainage system that involve materials that have no explicit training requirements to handle such as aggregate or latex paint spills. Such spills or incidents once determined to not be a hazard to health or the environment will be referred to Water Quality for clean up as deemed appropriate by County Water Quality in accordance with stormwater protection guidelines or regular maintenance. Title 15, Section 15.12.100 of the Sacramento County Code prohibits discharges to the "County storm-water conveyance system." Section 15.12.140 prohibits threatened discharges (open buckets and barrels). Prevent further contamination of the system if possible by damming or diking the drain (the local fire department is an excellent resource for this type of activity. County Central can contact Fire if you require assistance) and cleaning up any contaminate in the gutter. If material has entered the underground system or is an aggregate material or sewage call Com. 3 and have them notify Water Quality for assistance/advice. SAC DOT responders who are not confined space trained may not remove the cover of a utility access hole or enter the underground system. If material has not entered the drain you can clean up the material with pads or absorbent. Dispose of absorbents in the bin at Roseville and Watt.

**h) Material in a creek** is presently within the scope of responsibility of SAC DOT. Call County Communications (Com 3) immediately and notify Water Quality, and the Haz-mat Supervisor for assistance. Hazardous materials that have reached a watershed pose the greatest risk of damage to public safety and the environment. Notify County Central of any such instances and have them call EMD/ Water Quality. County Water Quality will provide maps books and assistance such as sandbags and pumps for creeks and plugs for outfalls. County Water Quality Channel Maintenance personnel are not Haz-Mat trained and therefore should not be exposed to any material, which may be hazardous to human health regardless of level. Note the color of the contamination, the location and direction of flow, and give an estimate of the approximate density of the contaminate, if it floats or looks oily, if it appears miscible, and if the contamination is heavy or light. Notify Fish and Game/OES. Attempt to locate the source of the contamination. Search the creek up stream to the outfall, or drive around the neighborhood and look for contamination going into a storm drain. Highway Supervisors are responsible for calls in creeks in their areas. In the interest of public safety SAC DOT may be required to provide traffic control or other assistance. Hydrocarbon (oil/gas) absorbent booms are located in the storage shed at Roseville and Watt as well as in the Haz-Mat shed located in the auxiliary Yard. The Haz-Mat supervisor, the on-call supervisor and the yard person have keys to these sheds and may be called for assistance.

**A Haz-Mat supervisor will respond to all:**

- Level 3 Haz-mats
- Large containers
- Major incidents
- When assistance is needed.

## 4. Level II Procedures:

The On-call Supervisor will respond. County Fire usually will determine level II response. If the situation warrants call a Haz-Mat Supervisor for assistance. All Transportation On-call supervisors are trained to Level II response in SARA Title III (OSHA), Title 29 CFR Section 1910 for first responders. All On-call supervisors are capable of level II response. Because of the time consuming nature of level II response such as multiple agency involvement, jurisdictional complications, the need for underground system and creek maps and knowledge of various agencies as well as contracts it is at the discretion of the responding supervisor to call a Haz-mat supervisor for assistance as needed. The criteria to use in the abatement of level II Haz-mat incidents are:

- **Contact #950 or #760 if unsure as to how to proceed!!!!**
- Determine jurisdiction
- Determine extent of hazard
- Follow guidelines of importance- (Self, public, environment, property)-in that order.
- Notify appropriate agencies
- Coordinate containment effort
- Determine appropriate response effort
- Work within command system
- Protect the County's interests
- Try to locate responsible party
- Document response effort
- Use appropriate cost effective mitigation and/or remediation up to and including utilizing other agencies (the Sheriff, and the Department of Fish and Game) to compel responsible parties to hire a clean up company.
- File reports with appropriate agencies

## 5. Supplies and Equipment

- **148-702** F-350 Haz-mat response truck, Stocked with drums, test kits, absorbents, pumps, underground system mapbooks, sodium bicarb, and a 2-ton crane. Assigned to Mike. Garcia
- **135-705** F-250 Haz-mat response truck, absorbents, tools, maps, drum, buckets, and pumps. Used as yard person truck. Parked in space 34 when not in use.
- **17, 135 series supervisor's trucks stocked with solid a sorb, brooms, shovels and assorted tools.**
- **171-431** Sand spreader truck, loaded with sand, ready 24/7 parked in H warehouse.
- **779-582** mobile sweeper designated to yard. For sweeping up spills and absorbents

- **G-shed** Fire safe, spill contained locker with ventilator and alarm. Located on the West side of the lot at 4135 Traffic Way. Used to store emergency response generated hazardous waste. EPA# CAS111111034
- **F-shed** spill contained locker located at 3860 Branch Center Road, used for storage of absorbent pads, containerizing equipment, pumps, acid neutralizers, and visqueen used to abate hazardous material incidents.
- **H-warehouse** used to house sandtruck and to stockpile palletized absorbent.
- **On Call shed** located at 4949 Roseville Rd. used to store Palletized absorbent, absorbent pads, and tools.
- **On Call shed** located at 3860 Branch Center Rd. used to store palletized absorbent, absorbent pads, and tools.
- **10 Yard bin Located** at 4949 Roseville Rd, Contract with Safety Kleen (vendor) 10 yard hydraulic close top roll away bin used to temporarily (90 days) store fuel and oil spill contaminated soils and absorbent from Haz-mat response. EPA CAS111111034.
- **Sacramento County Department of Transportation,** Various backhoes, dumptrucks, Vactors, Pumps, Mobile Sweepers, and other types of highway construction equipment that can be utilized in an emergency situation.

The following are the recommended supplies needed to abate **minor hazardous material incidents** and are recommended to be on all on all supervisors' trucks.

- 2- 25 lbs. Bags of Solid-a-Sorb
- 1- park patrol grabber
- 1- box of garbage bags
- 1- grip tight battery carrier
- 1- push broom
- 1- square point shovel ( An aluminum Snow type shovel is preferable )
- 1- 5 gallon plastic bucket with lid.
- 1- 1gallon container of sodium bicarbonate
- 1- Pack of PH paper
- 1- Sharps container
- 5- Absorbent pads

## 5. Disposal Procedures

Hazardous materials collected by the Sacramento County Emergency response effort shall be disposed of pursuant to the Code of Federal Regulations Title 40, and California Code of Regulations Title 22. Hazardous Waste that is generated by the SAC DOT emergency response effort shall be temporarily (<90 days) stored at 4135 Traffic way or 4949 Roseville road and disposed of as per contract under EPA # CAS111111034. Compressed Gas Cylinders can be disposed of by the rental company that owns them (AirGas, Coca-Cola) if the company can be contacted. Propane bottles can be disposed of per contract with Suburban Propane in Rancho Cordova. In accordance with SAC DOT SWPP place all haz-mat related containers into the fire safe spill containment shed located at 4135 Traffic Way.

## 7.
## Documentation Procedures

Documentation **shall** be completed in the comments section of the appropriate:

1. *__Hansen Service Request__
2. Haz-mat Response Report

### Documentation will include the following:

1. Your name
2. Date that you responded to incident
3. Incident location
4. Time you arrived and departed
5. Action(s) taken
6. On Road vs. Off Road
7. Type and amount of material
8. Supplies used
9. Responders that were present
10. Disposal of material

## 8.
## Communications

All Haz-mat calls will be dispatched directly to the Community Supervisors. If the Community Supervisor is not available dispatch order will be as follows:

- Another Community Supervisor in close proximity.
- A Haz-Mat Supervisor, Mike Garcia or Glen Phillips
- Any Supervisor.

Central Communications shall be utilized to notify other agencies.
The Haz-Mat supervisor will distribute communications, prepare Water resources reports, quarterly and annual reports, annual Hazard communication, and provide guidance and support as necessary.
A copy of these procedures will be kept in the on-call box.
New phone lists will be distributed on an as needed basis. (See attached)